

**MINUTES OF THE BOARD OF ASSESSORS PUBLIC MEETING
TOWN OF CHARLEMONT**

August 9, 2010

The meeting was convened at 7:32p.m. with the following members present: Sarah Reynolds Dave Cunningham and Simon Dean.

1. The Board reviewed the minutes of their 7-26-10 meeting. Reynolds made a motion to accept the minutes as written. The motion was seconded by Cunningham and passed unanimously.
2. The Board signed their monthly list of exemptions to the Treasurer.
3. The Board approved their invoices.
4. The Board reviewed an assessing course being offered by the MBREA, and will check on other courses being offered more locally.
5. The Board reviewed an Informational Guideline Release on education reform spending requirements.
6. The Board reviewed a returned tax bill from New England Power, claiming they do not own the land. Reynolds will look into who owns the land.
7. The Board reviewed their building construction report for July.
8. The Board reviewed their publications.
9. The Board discussed a Chapter 61 property and Reynolds filled the Secretary in on missing information on the application.
10. The Board discussed a lot split that never got entered into the CAMA system. The Board will ask their Consultant to enter this into the computer.
11. The Board discussed the binding of their deeds. The Secretary explained that per the Records Disposal Schedule, deeds do not need to be retained, and can be printed online now; however Records of Abatement are permanent records. Millett explained that she found no Records of Abatement in the office, but stated that she spoke with the Bureau of Municipal Finance Law and was advised that she could create the record on the computer from now on, according to the requirements laid out in Chapter 59, §60: Records of Abatement. Millett asked if the Board wanted to discontinue binding the deeds and begin binding the Records of Abatement. Reynolds made a motion to discontinue the binding of deeds and begin binding the Records of Abatement. The motion was seconded by Cunningham and passed unanimously.
12. The Board discussed a property on Warner Hill Road, which their consultant updated with a new structure added to the property. Millett explained that the owner came into her office and noted several discrepancies with the size of the building and the use. After some review, the Board agreed the property had not been updated correctly. The Board will visit the property and confer with the owner regarding the discrepancies.
13. The Board asked Millett to contact Mohawk Park to set up a time to check the property, as this is one of the properties that Joe from DLS had a question on.

Business being concluded, the meeting adjourned at 9:37 p.m. The next meeting of the Board will be Monday, August 23, 2010 at 7:30 p.m.

At 9:37 p.m., a motion was made by Reynolds and seconded by Cunningham to enter into Executive Session, with the intent of not returning to open meeting, in order to deliberate on pending exemption applications, pursuant to MGL ch. 59:60.

Roll Call:

Voting yes: Reynolds, Cunningham, Dean.

Voting no: None

Motion passes unanimously.

Respectfully Submitted,

Carlene Millett,
Assessor's Secretary

List of Documents Viewed in Public Meeting of August 9, 2010

1. MBREA newsletter
2. Real Estate tax bill #598, for Fiscal Year 2011
3. Informational Guideline Release No. 10-303, dated July 2010 (filed with other IGR's)